

Special Meeting of the Burt Township Board

May 12, 2006 – 9:00 a.m.

Attendance: Lee Durrwachter, Kay Wampler, James Seibert, Gordon Kniss, Lois Leavenworth – **Citizens:** 3

May 9th, 2006 Adjournment Vote Note: Lee Durrwachter noted that we had not called for a vote to adjourn on 5/9/2006 on motion by Lois Leavenworth, second by Kay Wampler - 5 ayes.

Public Comment: Howard Baker commented that an ad hoc committee is normally 5 to 7 people, no conflict or bias, self-policing or no board members to keep people with a vested interest out of it. **Closed at 9:06 a.m.**

Approval of the Agenda: Motion by Lois Leavenworth, second by James Seibert to approve the agenda as amended. 5 ayes

Current Business:

A) Cert Grant Requests: Need Letters of Support for grants from Alger County Regional Foundation: \$500 for emergency evacuation equipment/cots; \$700 for the purchase of a generator, and \$300 for Workshops for the Arts from the “Jean” Fund. Motion by Lois Leavenworth, second by James Seibert to allow Nancy Weston to pursue the grant [for cots] – 5 ayes. Motion by James Seibert, second by Lois Leavenworth to authorize Nancy Weston to apply for the grant [for a portable generator] as presented and to upgrade the equipment out of Township Funds. – 5 ayes. Motion by Lois Leavenworth, Second by Kay Wampler to approve a grant request for the Jean Fund with instructor fees paid through the payroll – 5 ayes. Motion by Lois Leavenworth, Second by James Seibert to send letters of support to Janice Taylor at ACRF to be written by Lois Leavenworth to go through Clerks office to be included in the township records – 5 ayes.

B) Pre-Approve Payments for Monthly Due Dates, including Utilities, Telephone, Federal, State and County Obligations: Motion by Lois Leavenworth, Second by James Seibert to “include but not limited to” [the items listed] authorize the Clerk to pay the bills in accordance with due dates. – 5 ayes

C) Federal and State Payroll Filings: Kay Wampler reported on current status and process instituted to ensure compliance with current Payroll filings/deposits with copies to the Board. Gordon Kniss felt “blindsided by last deal”, Lois Leavenworth felt she was “on the outskirts here”, and Lee Durrwachter suggested copies of any correspondence to everyone on the board.

D) Ad Hoc Committee – Members – discussion: Karen Brzys, Kay Wampler, and a third to be chosen by Monday, May 15th. Further discussion: Auditor was authorized to meet with the IRS today, Lee Durrwachter cancelled audit date set up by Kay Wampler, Kay Wampler noted that his is not a good time to change plans with filings already past due (for 2005 and 2006), the auditor is working on the payroll filing problems, and it would be better to get everything completed before we consider hiring a new firm. Motion by Kay Wampler, second by Gordon Kniss to allow Lee to call the auditor and to stay on track for June 5th – 5 ayes.

E) Budget Review – nothing at this time – Kay Wampler reported that we still need to finish the payroll issue before we will know what we need to do on the budgets.

F) Other:

- 1) **Motions to be considered:** Lee Durrwachter presented the Board with 5 motions to be considered: James Seibert wants to recognize that computer management is not the duty of the Clerk anymore than electrical work is not the duty of the Treasurer and performing those duties without additional pay is a gift to the community. Kay Wampler installed the software on 5/5/06. Lee Durrwachter was to obtain a backup of the data before the software can be initialized. Motion by Kay Wampler, second by Jim Seibert to leave the Fuel System at Lori’s until we are ensured the new Fuel Upgrade software is functioning properly, payment up to \$1000 for the software to come out of the Fuel Fund – 5 ayes. Motion by Kay Wampler, second by Jim Seibert to review what is in place regarding Ambulance Billing and Receiving and to revisit it at a later date – 5 ayes.
- 2) **Minutes Tabled:** Motion by Lois Leavenworth, second by James Seibert to approve the minutes of May 4th as amended – 5 ayes.
- 3) **Revisit Website:** James Seibert is concerned that the township has a website and no-one on the board can get into it. Gordon Kniss noted that the person selected to do it opted not to continue to work for the township. Lois Leavenworth wondered who is responsible. No Action was taken on this matter
- 4) **Meeting Dates:** Motion by Kay Wampler, second by James Seibert to postpone the Board Meetings scheduled for June 13 to Saturday, June 24th for the Regular Meeting and June 9th for the Special Meeting – 5 ayes.

Adjournment: Motion by Lois Leavenworth and seconded by Kay Wampler to adjourn the meeting at 11:00 a.m

Respectfully submitted: May 16, 2006,

Kay L. Wampler, Township Clerk

Date Approved: _____, 2006

Lee Durrwachter, Township Supervisor

These minutes are proposed until approved by the board and signed by the Township Supervisor.